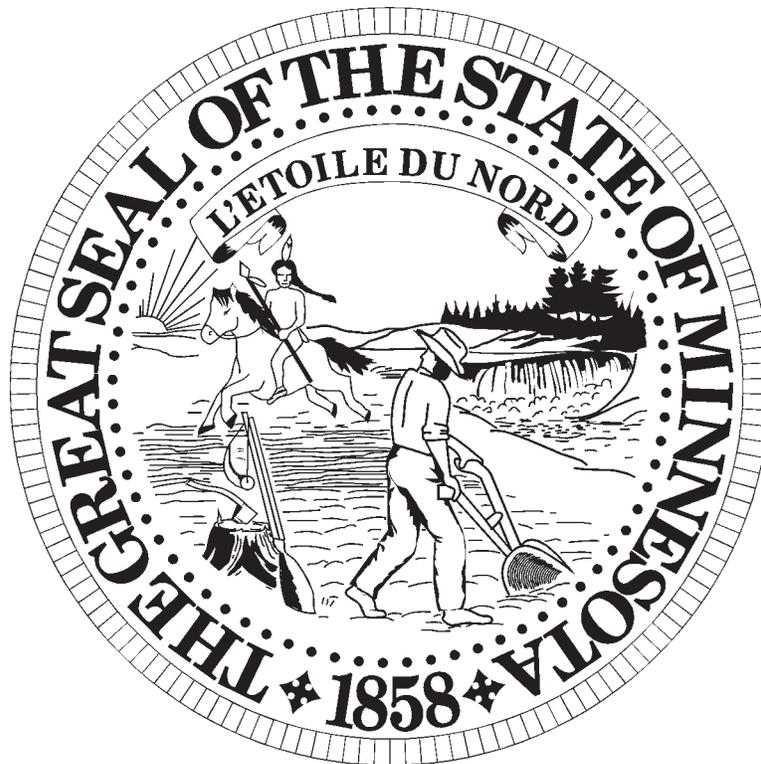


State of Minnesota

# State Register



**Rules, Executive Orders, Appointments,  
Commissioners' Orders, Revenue Notices, Official Notices, Grants,  
State Contracts & Loans, Non-State Bids, Contracts & Grants**

Published every Monday (Tuesday when Monday is a holiday)

**Monday 9 April 2007  
Volume 31, Number 41  
Pages 1387 - 1412**

# State Register

## Judicial Notice Shall Be Taken of Material Published in the *State Register*

The *State Register* is the official publication of the State of Minnesota, published weekly to fulfill the legislative mandate set forth in *Minnesota Statutes* § 14.46. The *State Register* contains:

- proposed, adopted, exempt, expedited emergency and withdrawn rules
- executive orders of the governor
- appointments
- proclamations and commendations
- commissioners' orders
- revenue notices
- official notices
- state grants and loans
- contracts for professional, technical and consulting services
- non-state public bids, contracts and grants
- certificates of assumed name, registration of insignia and marks

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Vol. 31 Issue Number	PUBLISH DATE ( <b>BOLDFACE</b> shows altered publish date)	Deadline for: Emergency Rules, Executive and Commissioner's Orders, Revenue and Official Notices, State Grants, Professional-Technical-Consulting Contracts, Non-State Bids and Public Contracts	Deadline for Both Adopted and Proposed RULES
# 41	Monday 9 April	Noon Tuesday 3 April	Noon Wednesday 28 March
# 42	Monday 16 April	Noon Tuesday 10 April	Noon Wednesday 4 April
# 43	Monday 23 April	Noon Tuesday 17 April	Noon Wednesday 11 April
# 44	Monday 30 April	Noon Tuesday 24 April	Noon Wednesday 18 April

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MN Judicial Center, Rm. 135, 25 Rev. Dr. Martin Luther King Jr Blvd.,  
St. Paul, MN 55155 **Website:** [www.courts.state.mn.us](http://www.courts.state.mn.us)

## Federal Register

Office of the Federal Register (202) 512-1530; or (888) 293-6498  
U.S. Government Printing Office – Fax: (202) 512-1262  
**Website:** [http://www.access.gpo.gov/su\\_docs/aces/aces140.html](http://www.access.gpo.gov/su_docs/aces/aces140.html)

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# Minnesota Rules: Amendments and Additions

## NOTICE: How to Follow State Agency Rulemaking in the State Register

The *State Register* is the official source, and only complete listing, for all state agency rulemaking in its various stages. State agencies are required to publish notice of their rulemaking action in the *State Register*. Published every Monday, the *State Register* makes it easy to follow and participate in the important rulemaking process. Approximately 80 state agencies have the authority to issue rules. Each agency is assigned specific **Minnesota Rule** chapter numbers. Every odd-numbered year the **Minnesota Rules** are published. The current 1999 set is a 13-volume bound collection of all adopted rules in effect at the time. Supplements are published to update this set of rules. Generally speaking, proposed and adopted exempt rules do not appear in this set because of their short-term nature, but are published in the *State Register*.

An agency must first solicit **Comments on Planned Rules** or **Comments on Planned Rule Amendments** from the public on the subject matter of a possible rulemaking proposal under active consideration within the agency (*Minnesota Statutes* §§ 14.101). It does this by publishing a notice in the *State Register* at least 60 days before publication of a notice to adopt or a notice of hearing, or within 60 days of the effective date of any new statutory grant of required rulemaking.

When rules are first drafted, state agencies publish them as **Proposed Rules**, along with a notice of hearing, or a notice of intent to adopt rules without a hearing in the case of noncontroversial rules. This notice asks for comment on the rules as proposed. Proposed emergency rules and withdrawn proposed rules are also published in the *State Register*. After proposed rules have gone through the comment period, and have been rewritten into their final form, they again appear in the *State Register* as **Adopted Rules**. These final adopted rules are not printed in their entirety in the *State Register*, only the changes made since their publication as Proposed Rules. To see the full rule, as adopted and in effect, a person simply needs two issues of the *State Register*, the issue the rule appeared in as proposed, and later as adopted. For a more detailed description of the rulemaking process, see the most current edition of the *Minnesota Guidebook to State Agency Services*.

The *State Register* features partial and cumulative listings of rules in this section on the following schedule: issues #1-13 inclusive; issues #14-25 inclusive; issue #26 cumulative for issues #1-26; issues #27-38 inclusive; issue #39, cumulative for issues #1-39; issues #40-51 inclusive; and issues #1-52 (or 53 in some years), cumulative for issues #1-52 (or 53). An annual subject matter index for rules was separately printed usually in August, but starting with Volume 19 now appears in the final issue of each volume. For copies or subscriptions to the *State Register*, contact Minnesota's Bookstore, 660 Olive Street (one block east of I-35E and one block north of University Ave), St. Paul, MN 55155 (612) 297-3000, or toll-free 1-800-657-3757.

## Rules Index:

**Monday 9 April 2007 - Vol. 31, #40 - 41**

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No rules for these issues.

# Revenue Notices

The Department of Revenue began issuing Revenue Notices in July of 1991. Revenue Notices are statements of policy made by the department that provide interpretation, detail, or supplementary information concerning a particular statute, rule, or departmental practice. The authority to issue Revenue Notices is found in *Minnesota Statutes*, Section 270C.07.

**KEY:** Underlining indicates additions to existing language. ~~Strikeouts~~ indicate deletions from existing language.

## Department of Revenue

### Modification of Revenue Notice # 93-13: MinnesotaCare – Health Care Providers

A health care provider is defined as a person who provides any of the following goods or services listed in ~~Minn. Stat. §~~ Minnesota Statutes, section 295.50, to a patient or consumer: medical, surgical, optical, visual, dental, hearing, nursing, drugs, medical supplies, medical appliances, laboratory, diagnostic, therapeutic, or any goods and services that qualify for reimbursement under the medical assistance program. The definition also includes a staff model health carrier and a licensed ambulance service. (Common carrier transportation is not included in the definition.)

Under this definition, a health care provider is:

1. a person whose health care occupation is ~~licensed or registered~~ regulated or required to be regulated by the state of Minnesota; ~~any other state or province or territory of Canada; or~~

2. a person who is eligible for reimbursement under the medical assistance program. A person who is eligible for reimbursement under the medical assistance program means individuals or facilities who would be reimbursed by the medical assistance program if they chose to apply for reimbursement, or if the services they provide would be eligible for reimbursement under medical assistance, ~~except those for~~ services that are characterized as experimental, cosmetic; or voluntary; ~~or.~~

~~3. a vendor of medical supplies and equipment.~~

#### Examples of Health Care Providers

- \* licensed independent clinical social worker;
- \* physician;
- \* physician assistant;
- \* dentist;
- \* chiropractor;
- \* occupational therapist;
- \* physical therapist;
- \* speech therapist;
- \* licensed family and marriage counselor;
- \* audiologist;
- \* optometrist;
- \* registered nurse;
- \* licensed practical nurse;
- \* nurse-midwife;
- \* psychologist;
- \* any organization that employs a licensed or registered health care provider to provide health care services.

~~Dated: July 26, 1993~~

Michael E. Boekhaus  
Director, Appeals, Legal Services &  
Criminal Investigation Division

Publication Date: April 9, 2007

JOHN H. MANSUN, Assistant Commissioner  
for Tax Policy and External Relations

## Official Notices

Pursuant to *Minnesota Statutes* §§ 14.101, an agency must first solicit comments from the public on the subject matter of a possible rulemaking proposal under active consideration within the agency by publishing a notice in the *State Register* at least 60 days before publication of a notice to adopt or a notice of hearing, and within 60 days of the effective date of any new statutory grant of required rulemaking.

The *State Register* also publishes other official notices of state agencies and non-state agencies, including notices of meetings and matters of public interest.

## Changes in Products Hazard, Completed Operations Insurance

Use our LINKS and you will quickly find what you need for your rules research. You receive MORE through a subscription than just viewing the *State Register* on our website. It's also E-MAILED to you. Open the *State Register* and click on Bookmarks in the upper right corner. You also receive ALL the current rules, with an INDEX, and previous years' indices. And you receive a summarized "Contracts & Grants" section to review. Subscriptions cost \$180 a year (normal cost \$260 - an \$80 savings). Here's what you'll get:

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- Indexes to Vols. 30, 29, 28 and 27
- Easy Access to *State Register* Archives

And it's all E-mailed to you, at end-of-day on Friday, instead of waiting for the non-subscriber's issue released on Monday. Contact Cathy Hoekstra, our subscriptions manager, at (651) 297-8777, or Fax: (651) 297-8260, or E-mail: [cathy.hoekstra@state.mn.us](mailto:cathy.hoekstra@state.mn.us)

## Minnesota Board of Architecture, Engineering, Land Surveying, Landscape Architecture, Geoscience and Interior Design NOTICE OF HEARING on Proposed Amendment to Rules Governing Classes of Buildings, *Minnesota Rules*, Chapter 1800.5000 to 1800.5800

**Public Hearing.** The Minnesota Board of Architecture, Engineering, Land Surveying, Landscape Architecture, Geoscience and Interior Design intends to adopt rules after a public hearing following the procedures set forth in the rules of the Office of Administrative Hearings, *Minnesota Rules*, parts 1400.2200 to 1400.2240, and the Administrative Procedure Act, *Minnesota Statutes*, sections 14.131 to 14.20. The Board will hold a public hearing on the aboveentitled rules in room 295, Golden Rule Building, 85 East 7<sup>th</sup> Place, St. Paul, Minnesota 55101, starting at 9:30 AM on Tuesday, May 8, 2007, and continuing until the hearing is completed. Additional days of hearing will be scheduled if necessary. All interested or affected persons will have an opportunity to participate by submitting either oral or written data, statements, or arguments. Statements may be submitted without appearing at the hearing.

**Administrative Law Judge.** The hearing will be conducted by Administrative Law Judge Beverly Jones Heydinger, who can be reached at the Office of Administrative Hearings, 100 Washington Square, Suite 1700, Minneapolis, Minnesota 55401-2138, **telephone:** (612) 341-7606, and **FAX:** (612) 349-2665. The rule hearing procedure is governed by *Minnesota Statutes*, sections 14.131 to 14.20, and by the rules of the Office of Administrative Hearings, *Minnesota Rules*, parts 1400.2000 to 1400.2240. Questions concerning the rule hearing procedure should be directed to the Administrative Law Judge.

**Subject of Rules, Statutory Authority, and Agency Contact Person.** The proposed rules are about Classes of Buildings, *Minnesota Rules*, 1800.500 to 1800.5800. The proposed rules are authorized by *Minnesota Statutes*, section 326.06. A copy of the proposed rules was published in the *State Register* on December 12, 2006, is available on the Board's website, and is attached to this notice as mailed. A free copy of the rules is available upon request from the agency contact person. The agency contact person is: Patricia J. Litchy, J. D. at the Minnesota Board of Architecture, 85 East 7<sup>th</sup> Place, Suite 160, St. Paul, MN, **phone:** (651) 296-2379, **FAX:** (651) 297-5310. TTY users may call the Minnesota Board of Architecture, Engineering, Land Surveying, Landscape Architecture, Geoscience and Interior Design at (651) 282-2525.

**Statement of Need and Reasonableness.** A Statement of Need and Reasonableness is now available for review at the agency offices and at the Office of Administrative Hearings. This statement contains a summary of the justification for the proposed rules, including a description of who will be affected by the proposed rules and an estimate of the probable cost of the proposed rules. The statement may be reviewed and copies obtained at the cost of reproduction from the Minnesota Board of Architecture, Engineering, Land Surveying, Landscape Architecture, Geoscience and Interior Design or found on its website.

**Public Comment.** You and all interested or affected persons, including representatives of associations and other interested groups, will have an opportunity to participate. You may present your views either orally at the hearing or in writing at any time before the close

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## Official Notices

of the hearing record. All evidence presented should relate to the proposed rules. You may also submit written material to the Administrative Law Judge to be recorded in the hearing record for five working days after the public hearing ends. This five-day comment period may be extended for a longer period not to exceed 20 calendar days if ordered by the Administrative Law Judge at the hearing. Following the comment period, there is a five-working-day rebuttal period during which the agency and any interested person may respond in writing to any new information submitted. No additional evidence may be submitted during the five-day rebuttal period. All comments and responses submitted to the Administrative Law Judge must be received at the Office of Administrative Hearings no later than 4:30 p.m. on the due date. All comments or responses received will be available for review at the Office of Administrative Hearings.

The Minnesota Board of Architecture, Engineering, Land Surveying, Landscape Architecture, Geoscience and Interior Design requests that any person submitting written views or data to the Administrative Law Judge prior to the hearing or during the comment or rebuttal period also submit a copy of the written views or data to the Board's contact person at the address stated above.

**Alternative Format/Accommodation.** Upon request, this Notice can be made available in an alternative format, such as large print, Braille, or cassette tape. To make such a request or if you need an accommodation to make this hearing accessible, please contact the Board's contact person at the address or telephone number listed above.

**Modifications.** The proposed rules may be modified as a result of the rule hearing process. Modifications must be supported by data and views presented during the rule hearing process, and the adopted rules may not be substantially different than these proposed rules, unless the procedure under *Minnesota Rules*, part 1400.2110, has been followed. If the proposed rules affect you in any way, you are encouraged to participate.

**Adoption Procedure After The Hearing.** After the close of the hearing record, the Administrative Law Judge will issue a report on the proposed rules. You may ask to be notified of the date when the judge's report will become available, and can make this request at the hearing or in writing to the Administrative Law Judge. You may also ask to be notified of the date on which the agency adopts the rules and the rules are filed with the Secretary of State, or ask to register with the agency to receive notice of future rule proceedings, and can make these requests at the hearing or in writing to the agency contact person stated above.

**Lobbyist Registration.** *Minnesota Statutes*, chapter 10A, requires each lobbyist to register with the State Campaign Finance and Public Disclosure Board. Questions regarding this requirement may be directed to the Campaign Finance and Public Disclosure Board at: Suite 190, Centennial Building, 658 Cedar Street, St. Paul, Minnesota 55155, **telephone:** (651) 296-5148 or 1-800-657-3889.

**Order.** I order that the rulemaking hearing be held at the date, time, and location listed above.

Dated: March 20, 2007

Doreen Johnson-Frost  
Executive Director

## Emergency Medical Services Regulatory Board Notice of Completed Application In the Matter of the License Application of Longville Ambulance Subordinate Service District, dba North Memorial Ambulance, Longville, Minnesota

**PLEASE TAKE NOTICE** that the Emergency Medical Services Regulatory Board (hereinafter EMSRB) has received a completed application from **Longville Ambulance Subordinate Service District, Longville, Minnesota**, for a new license - part-time advanced ambulance.

**NOTICE IS HEREBY GIVEN** that, pursuant to *Minnesota Statutes*, section 144E.11, subd. 3, each municipality, county, community health board, governing body of a regional emergency medical services system, ambulance service and other person wishing to make recommendations concerning the disposition of the application, shall make written recommendations or comments opposing the application to the EMSRB within 30 days or by May 10, 2007, 4:30 p.m.

Written recommendations or comments opposing the application should be sent to: Mary Hedges, Executive Director, EMSRB, 2829 University Avenue S.E., Suite 310, Minneapolis, Minnesota 55414-3222.

If fewer than six comments opposing the application are received during the comment period, and the EMSRB approves the application, the applicant will be exempt from a contested case hearing, pursuant to *Minnesota Statutes*, section 144E.11, subd. 4. If six or more comments in opposition to the application are received during the comment period or the EMSRB denies the application, the applicant may immediately request a contested case hearing, or may try to resolve the objections of the public and/or the EMSRB within 30 days, pursuant to *Minnesota Statutes*, section 144E.11, sub. 5(a), (b). If the applicant is unable to resolve the objections within 30 days, or if the applicant initially requests a contested case hearing one will be scheduled and notice of the hearing given pursuant to *Minnesota Statutes*, section 144E.11, subd. 5(c), (e).

Date: April 2, 2007

Mary F. Hedges, Executive Director

# Official Notices

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## Emergency Medical Services Regulatory Board

### Notice of Completed Application In the Matter of the License Application of St. Croix Valley EMS, St. Croix Falls, Wisconsin

**PLEASE TAKE NOTICE** that the Emergency Medical Services Regulatory Board (hereinafter EMSRB) has received a completed application from **St. Croix Valley EMS, St. Croix Falls, Wisconsin**, for a new license, advanced ambulance.

**NOTICE IS HEREBY GIVEN** that, pursuant to *Minnesota Statutes*, section 144E.11, subd. 3, each municipality, county, community health board, governing body of a regional emergency medical services system, ambulance service and other person wishing to make recommendations concerning the disposition of the application, shall make written recommendations or comments opposing the application to the EMSRB within 30 days or by May 10, 2007, 4:30 p.m.

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Dated: March 29, 2007

Mary F. Hedges, Executive Director

## Minnesota Department of Human Services

### Children and Family Services

#### Community Partnerships – Child Development Services

#### Child Care and Development Fund Plan

### PUBLIC HEARING NOTICE

The Minnesota Department of Human Services will conduct public hearings as an opportunity for community input to Minnesota's federal Child Care and Development Fund plan. Meeting dates, times and locations are:

**DATE:** Wednesday, May 2, 2007, 9:30 – 11:30 a.m.

**LOCATION:** MN Department of Human Services, 444 Lafayette Road North, Room 5137 (5F), Saint Paul, MN

**DATE:** Wednesday, May 2, 2007, 6:30 – 8:30 p.m.

**LOCATION:** MN Department of Human Services, 444 Lafayette Road North, Room 1238, Saint Paul, MN

**DOWN LINK MEETING SITES FOR MAY 2, 9:30 – 11:30 a.m.:**

**Mankato:** Blue Earth County Human Services, 410 South 5th Street, Basement Level – Voyageur Room, Mankato, MN

**Walker:** Cass County Courthouse, 300 Minnesota Street, Walker, MN

**Moorhead:** Clay County Family Services Center, 715 11th Street N, Moorhead, MN

**Duluth:** St. Louis County Government Center, 320 West 2nd Street, Room 406, Duluth, MN

**Public Comment.** The Minnesota Department of Human Services will continue to solicit input on the federal plan after the May 2, 2007 Public Hearing. The federal plan will be submitted to the federal Department of Health and Human Services on July 1, 2007.

**Agency Contact.** For further information or questions, please contact Karen Pitts at (651) 431-3853 or [Karen.pitts@state.mn.us](mailto:Karen.pitts@state.mn.us).

**Minnesota Department of Human Services****Disability Services Division****Request for Comments on the Renewal of the Developmental Disabilities Waiver  
(Formerly the Waiver for Persons with Mental Retardation or Related  
Conditions—MR/RC Waiver)**

The Minnesota Department of Human Services requests comments on the Developmental Disabilities waiver application to the Centers for Medicare and Medicaid Services (CMS). As part of the five-year renewal process, DHS is submitting an application to CMS, with an effective date of July 1, 2007. CMS has instituted additional requirements for the waiver renewal application, which require states to submit more complete information about the design of the waiver program than has been required in the past. Information that is required with the new application that has not been required in the past includes:

- A Quality Management Strategy (Appendix H of the waiver application) that provides details on the activities that state is engaging in to assure quality in the following areas:

- Participant access and eligibility
- Individualized service plan
- Qualified providers
- Health and welfare
- Administrative authority
- Financial accountability

- Service plan development, implementation and monitoring requirements (Appendix D)
- Participant rights (Appendix F)
- Participant safeguards, including responding to critical events or incidents, use of restraints and restrictive interventions, and medication management requirements (Appendix G)

As part of the renewal process for the DD waiver, Minnesota has provided clarification or developed new language in the following areas of the waiver plan:

- Parameters around paying legal guardians and conservators to provide services under the waiver (Appendix C-2)
- Clarification of all service descriptions (Appendix C-3)
- Clarification of all provider qualifications (Appendix C-3)
- Addition of Adult Day Care Bath and Home Delivered Meals (Appendix C-3)

To access the Developmental Disabilities waiver renewal application, go to the Disability Services Division News and Events page at [http://www.dhs.state.mn.us/id\\_000083](http://www.dhs.state.mn.us/id_000083), or contact the Jolayne Lange at (651) 431-2428 to request a copy.

Comments should be submitted to [DSD.PublicComments@state.mn.us](mailto:DSD.PublicComments@state.mn.us)

**State Board of Investment****Notice to Institutional Investment Management Firms for Consideration to  
Potentially Manage a Portion of the Pension Assets and Other Accounts**

The Minnesota State Board of Investment (MSBI) retains institutional investment management firms to manage a portion of the pension assets and other accounts under its control. Periodically, the MSBI will conduct a search for institutional investment management firms on an as needed basis. For additional information on the domestic stock, international stock, or domestic bond portfolio programs for the MSBI, firms are asked to write to the following address for additional information:

External Manager Program  
Minnesota State Board of Investment  
60 Empire Drive, Suite 355

# Official Notices

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St. Paul, MN 55103-3555  
**Telephone:** (651) 296-3328  
**Fax:** (651) 296-9572  
**E-mail:** [minn.sbi@state.mn.us](mailto:minn.sbi@state.mn.us)

Please refer to this notice in your written request.

## Department of Labor and Industry Labor Standards Unit

### Notice of Corrections to Commercial and Highway And Heavy Prevailing Wage Rates for Cement Masons and Asbestos Abatement Workers in Various Counties

Corrections have been made to the Commercial Prevailing Wage Rates certified 2/12/07, for **Labor Code 406, Cement Masons**, in Anoka, Chisago, Dakota, Hennepin, Isanti, Kanabec, Pine, Ramsey, Scott, Sherburne, Sibley, Washington and Wright Counties.

A correction has been made to the Commercial Prevailing Wage Rates certified 2/12/07, for **Labor Code 435, Asbestos Abatement Worker**, in Brown County.

A correction has been made to the Highway and Heavy Prevailing Wage Rates certified 10/23/06, for **Labor Code 435, Asbestos Abatement Worker**, in Region 5.

Copies with the corrected certified wage rate for this County may be obtained by writing the Minnesota Department of Labor and Industry, Prevailing Wage Section, 443 Lafayette Road North, St. Paul, Minnesota 55155-4306, or by calling (651) 284-5091, or accessing our web site at [www.doli.state.mn.us](http://www.doli.state.mn.us). Charges for the cost of copying and mailing at \$.25 per page for the first 100 pages, \$.65 per page after that. Make check or money order payable to the State of Minnesota.

M. Scott Brener  
Commissioner

## Public Employees Retirement Association Notice of Meeting of the Board of Trustees

A meeting of the Board of Trustees of the Public Employees Retirement Association (PERA) will be held on Thursday, April 12, 2007, at 9:30 a.m., in the PERA offices, 60 Empire Drive, Room 117, Saint Paul, Minnesota.

## Minnesota Department of Transportation Office of Aeronautics REQUEST FOR COMMENTS on Possible Amendment to Rules Governing Aeronautics, *Minnesota Rules*, Chapter 8800

**Subject of Rules.** The Minnesota Department of Transportation requests comments on its possible amendments to rules governing Aeronautics, Chapter 8800. The Department is considering rule amendments to the insurance requirements for a Commercial Operations License for Aircraft Servicing, Maintaining, and Repairing, specified in part 8800.3900, subp. 3. Currently subpart 3 requires the following insurance requirements:

Subp. 3. **Insurance.** The minimum insurance coverage must be of the following types and amounts: premise hazard insurance of \$100,000 per person and \$500,000 per occurrence for bodily injury and property damage. In addition, products hazard and completed operations insurance must be carried.

Each person who provides aircraft servicing, maintaining, and repairing shall advise each customer in writing if the service provider does not have hanger-keepers insurance in force.

The department is proposing to eliminate the requirement for products hazard and completed operations insurance. In the alternative, the department would require that any person who provides aircraft servicing, maintaining, and repairing would be required to inform the customer in writing if the service provider does not have products hazard and completed operations insurance in force. The notification requirement is the same that is currently required for hanger-keepers insurance.

The department has received feedback from licensed maintenance providers and others indicating that the high cost of obtaining this insurance coverage makes it cost prohibitive for some maintenance operations at smaller Minnesota airports to stay in business. It can be a safety advantage to have aircraft maintenance service available at these smaller airports.

The department is specifically seeking comments on this possible rule revision to part 8800.3900. The department is interested in hearing whether the aircraft industry, insurance companies, and other interested persons support or oppose this revision and the reasons for their support or opposition.

At this time, the department does not anticipate amending other rules within chapter 8800, however, if other issues arise during this rulemaking with regard to chapter 8800, the department will consider proposing additional amendments.

**Persons Affected.** The amendment to the rules would likely affect all aircraft service, maintenance, and repair operations that are required to acquire products hazard and completed operations insurance, insurance companies who issue products hazard and completed operations insurance, airports across the state desiring maintenance services located on their airports.

**Statutory Authority.** The statutory authority for the proposed rule is as follows: *Minnesota Statutes*, section 360.015, subdivision 3, which authorizes the department to make, promulgate, and amend such reasonable, general or special rules as the commissioner shall deem necessary to carry out the provisions of sections 360.011 to 360.076 and *Minnesota Statutes*, section 360.018, subdivision 1, which provides authority for adoption of rules regulating aircraft, airmen, airports and instructors.

**Public Comment.** Interested persons or groups may submit comments or information on these possible rules in writing until further notice is published in the *State Register* that the Department intends to adopt or to withdraw the rules. The Department does not contemplate appointing an advisory committee to comment on the possible rules.

**Rules Drafts.** The Department has not yet prepared a draft of the possible rules amendments.

**Agency Contact Person.** Written or oral comments, questions, requests to receive a draft of the rules when it has been prepared, and requests for more information on these possible rules should be directed to: Larry Myking at Minnesota Department of Transportation, Office of Aeronautics, Mail Stop 410, 222 East Plato Boulevard, St. Paul, Minnesota 55107, (651) 296-8056, **Fax:** (651) 297-5643, and **e-mail:** [larry.myking@dot.state.mn.us](mailto:larry.myking@dot.state.mn.us). TTY users may call the Department at 1-800-627-3529.

**Alternative Format.** Upon request, this Request for Comments can be made available in an alternative format, such as large print, Braille, or cassette tape. To make such a request, please contact the agency contact person at the address or telephone number listed above.

**NOTE:** Comments received in response to this notice will not necessarily be included in the formal rulemaking record submitted to the administrative law judge if and when a proceeding to adopt rules is started. The agency is required to submit to the judge only those written comments received in response to the rules after they are proposed. If you submitted comments during the development of the rules and you want to ensure that the Administrative Law Judge reviews the comments, you should resubmit the comments after the rules are formally proposed.

Dated: March 27, 2007

Carol Molnau, Lt. Governor/Commissioner  
Department of Transportation

# State Grants & Loans

In addition to requests by state agencies for technical/professional services (published in the State Contracts Section), the *State Register* also publishes notices about grants and loans available through any agency or branch of state government. Although some grant and loan programs specifically require printing in a statewide publication such as the *State Register*, there is no requirement for publication in the *State Register* itself. Agencies are encouraged to publish grant and loan notices, and to provide financial estimates as well as sufficient time for interested parties to respond.

## Department of Education Office of Adult and Career Education Request for Proposal for a Grant Contract – English Language and Civics Education Grant Program

The Minnesota Department of Education is seeking proposals from eligible applicants to provide English Language and Civics Education (EL/Civics) instruction for adults. Civics is defined by the *Federal Register* as content relating to the rights and responsibilities of citizenship, naturalization, civic participation, and U.S. history and government. Proposals must simultaneously address English literacy and civics education. Eligible applicants include adult basic education programs, school districts, libraries and nonprofit or community-based organizations. Applicants must have documented experience of at least two years in providing literacy and/or civics programs designed for immigrant and refugee populations. **An Electronic Letter of Intent to apply is required by May 14, 2007. Electronic Application deadline is May 25, 2007.**

For further information or to request a copy of the Request for Proposal, please contact:

Laurie Rheault  
Adult Basic Education  
Minnesota Department of Education  
(651) 582-8432  
**E-mail:** [Laurie.rheault@state.mn.us](mailto:Laurie.rheault@state.mn.us)

## Department of Transportation Office of Civil Rights Notice of Grant Availability: R.O.A.D.S Grant – Roads Opportunities & Diversity Success, Due May 4, 2007

**NOTE:** This document is available in alternative formats for persons with disabilities by calling Addi Batica at (651) 366-3007 or for persons who are hearing or speech impaired by calling the Minnesota Relay Service at 1-800-627-3529.

### Project Overview

The Minnesota Department of Transportation (Mn/DOT) requests letters of interest from non-profit community-based organizations to connect the highway heavy construction industry to a trusted source of qualified women and minority job seekers. Mn/DOT with support from the Federal Highway Agency (FHWA) is committed to assisting contractors in building a well-trained and diverse workforce. A key component in ensuring the success of this mission is to develop reliable sources of labor for the contractors who are required to train individuals and employ them on federally funded Mn/DOT projects.

### Goal

It is the goal of this program to place and retain minority and women applicants into employment in the highway heavy construction industry on federally funded projects.

### Scope of Work and Deliverables

1. Selected respondent(s) will be paid a one time flat of \$2,500.00 upon successful completion of the following. Tasks a-d must be completed and submitted in written form to Mn/DOT prior to meeting with Contractors May 15.
  - a) Identify jobs highly needed in the highway heavy construction trades to qualify as placement position for Mn/DOT federally funded projects.
  - b) Identify skill levels needed for identified jobs and develop curriculum to orient and train qualified applicants.
  - c) Develop screening tool to identify qualified applicants.
  - d) Develop recruitment plan targeting construction industry and women and minority applicants.

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## State Grants & Loans

- e) Attend Informational meeting hosted by Mn/DOT to orient job developers to highway heavy construction industry. (Estimated for April 18, 2007)
- f) Attend networking meeting hosted by Mn/DOT to introduce job developers to industry construction industry personnel. (Estimated for May 15, 2007)

2. Selected respondent(s) will be paid for successful placement and retention of applicants on a Mn/DOT highway heavy construction project based on the following schedule:

- a) \$500.00 for successful completion of 250 hours of employment per applicant up to 25 applicants.
- b) \$750.00 for successful completion of an additional 250 hours of employment per applicant up to 25 applicants. (Applicant must complete a total of 500 hours to obtain \$750.00.)

3. Organization must provide Mn/DOT with Progress Reports on placements. Report must include breakdown of minority status, number of placements, companies placed, jobs placed, number of applicants screened and turned down. Hours spent on placing applicants in coaching, career counseling, etc.

Responders are encouraged to propose additional tasks or activities if they will substantially improve the results of the project.

### Questions

Prospective responders who have any questions regarding notice can submit questions to:

Addi Batica  
*Addi.batica@dot.state.mn.us* or

Bart Martinez  
*Bart.martinez@dot.state.mn.us*

Other department personnel are NOT allowed to discuss the notice with anyone, including responders, before the submission deadline. Contact regarding this solicitation with any personnel not listed above could result in disqualification.

### Letter of Interest Content

The following will be considered minimum contents of the response and must be submitted in the order listed:

1. Company name, business address, contact person's name, telephone and fax number, and email address.
2. Work plan identifying how organization will accomplish deliverable number one listed above in "Scope of Work & Deliverables". Include the timeline to complete and the estimated personnel hours by task.
3. List of organization's job developers, years of experience. Please note any experience in Highway Heavy Construction Industry.
4. Describe (if any) the ability of organization to provide applicants with supportive services in obtaining childcare, transportation and tools needed for jobs. (e.g. work boots, etc).
5. Describe (if any) organization's placement record with Highway Heavy Construction Trades. Detail experience or contacts currently established with the construction industry, unions or professional organizations.
6. Describe organization's method of ensuring retention of applicant in employment.

### Letter of Interest Evaluation

Representatives of the Department of Transportation will evaluate all Letters of Interest received by the deadline. In some instances, the State may require additional information.

The State may select one or more interested community based organizations to participate. Selection will be made, at the State's complete discretion, based on a community based organization's ability to effectively meet program goals.

It is anticipated that the evaluation and selection will be completed by May 8, 2007.

### Response Submittal

Submit six (6) copies of the letter of interest to the address below.

### Delivery of Responses

All responses must be sent to:

Minnesota Department of Transportation  
Addi Batica / Contract Compliance Specialist

# State Grants & Loans

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395 John Ireland Blvd., MS 170  
St. Paul, MN 55155

All responses must be received not later than 4:00 P.M. Central Time, Thursday, May 4, 2007. Please note that Mn/DOT Offices have implemented new security measures. All visitors to the building, including couriers, must check in at the desk. Please allow sufficient time in your delivery schedule to comply with security procedures.

Mn/DOT has estimated that the cost of this contract should not exceed \$21,250.00/respondent. (This figure includes \$2,500.00 initial program setup fee plus \$1,250.00/placement, up to a total of 25 successful placements/respondent.) If the respondent approaches 25 placements, the State may choose to amend the contract to achieve additional placements.

## **Disposition of Responses**

All materials submitted in response to this informal solicitation will become property of the State and will become public record after the evaluation process is completed and an award decision made.

## **Organizational Conflicts of Interest**

The responder warrants that, to the best of its knowledge and belief, and except as otherwise disclosed, there are no relevant facts or circumstances, which could give rise to organizational conflicts of interest. An organizational conflict of interest exists when, because of existing or planned activities or because of relationships with other persons, a vendor is unable or potentially unable to render impartial assistance or advice to the State, or the vendor's objectivity in performing the contract work is or might be otherwise impaired, or the vendor has an unfair competitive advantage. The responder agrees that, if after award, an organizational conflict of interest is discovered, an immediate and full disclosure in writing must be made to the Assistant Director of the Department of Administration's Materials Management Division which must include a description of the action which the contractor has taken or proposes to take to avoid or mitigate such conflicts. If an organization conflict of interest is determined to exist, the State may, at its discretion, cancel the contract. In the event the responder was aware of an organizational conflict of interest prior to the award of the contract and did not disclose the conflict to the contracting officer, the State may terminate the contract for default. The provisions of this clause must be included in all subcontracts for work to be performed similar to the service provided by the prime contractor, and the terms "contract," "contractor," and "contracting officer" modified appropriately to preserve the State's rights.

## State Contracts

**Informal Solicitations:** Informal solicitations for professional/technical (consultant) contracts valued at over \$5,000 through \$50,000, may either be published in the *State Register* or posted on the Department of Administration, Materials Management Division's (MMD) Web site. Interested vendors are encouraged to monitor the P/T Contract Section of the MMD Web site at [www.mmd.admin.state.mn.us](http://www.mmd.admin.state.mn.us) for informal solicitation announcements.

**Formal Solicitations:** Department of Administration procedures require that formal solicitations (announcements for contracts with an estimated value over \$50,000) for professional/technical contracts must be published in the *State Register*. Certain quasi-state agency and Minnesota State College and University institutions are exempt from these requirements.

**Requirements:** There are no statutes or rules requiring contracts to be advertised for any specific length of time, but the Materials Management Division strongly recommends meeting the following requirements:

- \$0 - \$5000 does not need to be advertised. Contact the Materials Management Division: (651) 296-2600
- \$5,000 - \$25,000 should be advertised in the *State Register* for a period of at least seven calendar days;
- \$25,000 - \$50,000 should be advertised in the *State Register* for a period of at least 14 calendar days; and
- anything above \$50,000 should be advertised in the *State Register* for a minimum of at least 21 calendar days

## Selling an Emergency Call Box System ?

Obtain MORE and FASTER information. You receive much more with a SUBSCRIPTION than viewing the *State Register* on our website. Subscribe and receive many LINKS to the *State Register*. Open the *State Register* and click on Bookmarks in the upper right corner. You will also receive ALL the current rules, with an INDEX, and previous years' indices. You also receive a summarized "Contracts & Grants" section to review. Subscriptions cost \$180 a year (normal cost \$260 - an \$80 savings). Here's what you receive:

- **Word Search Capability**
- **LINKS, LINKS, LINKS**
- **Easy Access to *State Register* Archives**
- **Updates to Index to Vol. 31**
- **"Contracts & Grants" Open for Bid**
- **Early delivery, on Friday**
- **E-mailed to you . . . its so easy**
- **Indexes to Vols. 30, 29, 28 and 27**

And it's all E-mailed to you, at end-of-day on Friday, instead of waiting for the non-subscriber's issue released on Monday. Contact Cathy Hoekstra, our subscriptions manager, at (651) 297-8777, or **Fax:** (651) 297-8260, or **E-mail:** [cathy.hoekstra@state.mn.us](mailto:cathy.hoekstra@state.mn.us)

## Minnesota State Colleges and Universities (MnSCU)

### Anoka-Ramsey Community College

#### Request for Proposals for Food Services at Cambridge Campus

**NOTICE IS HEREBY GIVEN** that Anoka-Ramsey Community College will receive proposals for food services at the Cambridge Campus. Specifications will be available on Monday, April 09, 2007 on the website <http://www.anokaramsey.edu/IT/proposal.cfm>. Copies of the specifications can also be obtained from Jennifer Eng at (763) 433-1854 or [jennifer.eng@anokaramsey.edu](mailto:jennifer.eng@anokaramsey.edu). Sealed proposals must be received by Jennifer Eng at Anoka-Ramsey Community College, 300 Polk Street South, Cambridge, MN 55008 by 10:00 a.m. on Monday, April 23, 2007. Bid openings will be in room E202 of Anoka-Ramsey Community College, Cambridge Campus, at 10:00 a.m. on Monday, April 23, 2007. Anoka-Ramsey Community College reserves the right to reject any or all proposals, or portions thereof, or to waive any irregularities or informalities, in proposals received.

## Minnesota State Colleges and Universities (MnSCU)

### Bemidji State University

#### Notice of Request for Proposal (RFP) for Engineering Services for Chiller Replacement

The Minnesota State Colleges and Universities, Office of the Chancellor, acting as the owner for the State of Minnesota is soliciting proposals for experienced engineering services for Chiller Replacement at Bemidji State University in Bemidji, Minnesota. The Consultant's team will be responsible for complete design, bidding, and construction administration, including equipment, controls, and connections to existing utilities.

An informational meeting will be held on Tuesday, April 17, 2007, at 10:30 a.m. in Deputy Hall Room 306, Bemidji State University, 1400 Birchmont Drive NE, Bemidji, MN.

Minnesota State Colleges and Universities is not obligated to complete the proposed project and reserves the right to cancel the solicitation if it is considered to be in its best interest.

# State Contracts

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To receive a full request for proposal and supplemental information please see website: [www.facilities.mnscu.edu](http://www.facilities.mnscu.edu), Solicitation Announcements.

Completed proposals are due by 2:00 PM CDT on Thursday, May 3, 2007.

## Minnesota State Colleges and Universities Minneapolis Community & Technical College Request for Bids for Installation of Emergency Call Box System on the Minneapolis Community and Technical College Campus

**Sealed Bids** delivered to: Mary Prozeller  
Minneapolis Community & Technical College  
1501 Hennepin Avenue South, Room T0600  
Minneapolis, MN 55403  
(612) 659-6800

**Envelope shall be addressed to:** Michael Noble-Olson / Purchasing Manager

**Due Date & Time:** **3:00 p.m. CDT, Tuesday April 17, 2007** all proposals will be opened and publicly read aloud in Room T2305

**Project Scope:** Provide 28 call boxes campus-wide

**Pre-bid meeting: Mandatory** pre-bid meeting will be held at **10:00a.m. CDT, Monday April 9, 2007** in Room L3400, Wheelock Whitney Hall, Minneapolis Community and Technical College, 1501 Hennepin Avenue, Minneapolis, MN 55403. The Architect/Engineer and Owner's Representatives will review the bidding procedures, Bidding Documents and other conditions with interested Bidders and answer questions.

**Bid Forms, Contract Documents, Drawings and Specifications** as prepared by the Project Architect Cuningham Group Architecture, P.A. are on file at the offices of:

- 1) The above named Architect/Engineer
- 2) The Builder's Exchanges of St. Paul and Minneapolis
- 3) The Construction Market Data Plan Room
- 4) The Dodge Plan Room
- 5) National Association of Minority Contractors of Upper Midwest

Complete sets only of bid forms and Drawings and Specifications for use by Bidders in submitting a bid may be obtained at the following address:

Cuningham Group Architecture, P.A.  
201 Main St. SE, Suite 325  
Minneapolis, Minnesota 55414  
**Telephone:** (612) 379-6854

A **deposit of \$150.00** is required for each set.

Prospective Bidders requesting Bid Documents (complete sets only) to be mailed, may send a separate non-refundable payment (check made out to the Architect) for \$50.00 per set for shipping & handling (in addition to the \$150.00 deposit) to the Architect. Such deposits and payments may be sent prior to April 9, 2007. Documents are sent to street addresses only (PO box not acceptable).

Each bid of more than \$15,000.00 must be accompanied by a bid bond or other security described here as a proposal guarantee that the bidder will enter into a contract if its bid is accepted. The security may be either a certified check, payable to **Minnesota State Colleges and Universities**, in the sum of not less than five percent (5%) of the total base bid **OR** a corporate surety bond, for the same amount, issued by a surety company authorized to do business in the State of Minnesota.

**Minnesota State Colleges and Universities  
Minneapolis Community & Technical College  
Request for Bids for Hydraulic Press Brake equipment**

**Description:** Cincinnati 60 ton hydraulic press brake with Proform PC controller, CNC SX Backgauge, Black max infrared light curtains with interface, Euro-style filler block, S7B04, 06, 08 lower dies and S6C04 upper die. FOB destination.

**Bid Form and Questions:** Todd Bridigum – (612) 659-6054 or  
*todd.bridigum@minneapolis.edu*

**Due Date:** 2:00 p.m. – Monday April 16, 2007

**Submit bids:** Michael Noble-Olson – Purchasing Manager  
Minneapolis Community & Technical College  
1501 Hennepin Avenue – Business Office  
Minneapolis, MN 55403  
**Telephone:** (612) 659-6866  
**Fax:** (612) 659-6865  
**E-mail:** *Michael.Noble-Olson@minneapolis.edu*

**Minnesota State Colleges and Universities  
Minneapolis Community & Technical College  
Request for Bids for Printing of 2007-2008 MCTC Catalog**

**Description / Specifications:** Catalog trim size 8 ¼" W x 10 ¾" H, Image area 7 ¾" W x 10 ¼" H, 320 text pages plus a 4-page cover section, text 50# white vellum offset, cover 80# white gloss cover. Text black ink only on all pages (NOTE: text pages bleed on face for index tab), cover section blk + 1 pms, bleeds 4S, perfect bind. Bids requested for quantities of 17,000, 20,000 & 23,000 copies. Also include cost for additional 1000 increments. Creatives will be provided to you in .pdf and InDesign format unless otherwise specified. Also, must provide MCTC with digital copy in editable format.

**Print schedule -** To printer approximately the week of 5/7/2007 to 5/11/07 and deliver to MCTC within a week of final approved proofs and files.

**Bid Questions:** David Tajima – (612) 659-6224 or by e-mail at *David.Tajima@minneapolis.edu*

**Deadline for Bids:** 12:00 p.m. – Monday, April 23, 2007

**Contact for bid copies and to submit bids:**

David Tajima / Marketing  
Room K1100  
Minneapolis Community and Technical College  
1501 Hennepin Avenue  
Minneapolis, MN 55403  
**Telephone:** (612) 659-6224  
or by E-mail at: *David.Tajima@minneapolis.edu*

# State Contracts

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## Minnesota State Colleges and Universities Minneapolis Community & Technical College

### Request Bids for Remodel of Kitchen, Dining Services and Culinary Arts Program

**Scope:** Code upgrades and interior remodeling of the Intro to Food Service Teaching Lab. Work will include, but is not limited to: minor demolition of partitions, ceilings, equipment, finishes and related mechanical and electrical systems; installation of new doors, frames, hardware, suspended ceilings, kitchen equipment and finishes; mechanical systems including plumbing, heating, ventilating; and electrical systems including power and lighting.

**Pre-bid:** There is a **mandatory pre-bid meeting** on **Wednesday, April 4, 2007 at 10:00 AM** in Room T.1020 (Gourmet Dining Conference Room), T Building, Minneapolis Community & Technical College at 1415 Hennepin Ave, Minneapolis, MN 55403. The Architect/Engineer and/or College Representatives will review the bidding procedures, Bid Documents and other conditions with interested Bidders and answer questions. Another non-mandatory meeting is scheduled for Friday April 6, 2007 at 8:00AM in Room T.1020 to review the project area and systems in greater detail.

**Bids to:** Mary Prozeller / Minneapolis Community & Tech. College  
1415 Hennepin Avenue Suite T.0600  
Minneapolis, MN 55403  
**Telephone:** (612) 659-6800

**Due Date:** Public opening will take place **Tuesday, April 17, 2007 at 2:00 PM**. Proposals must be received prior to opening.

**To view a copy of the Bid Documents and specifications:**

Bid Documents as prepared by the Project Architect/Engineer, Frederick Bentz / Milo Thompson / Robert Reitow Inc. are on file at the following:

1. Above named Project Architect.
2. Builder's Exchanges of Minneapolis and St. Paul
3. Reed Construction Data Plan Room
4. National Assoc. of Minority Contractors/Upper MW Plan Rm.
5. McGraw Hill Construction Plan Room
6. MEDA Minority Contractors Plan Room

Complete sets only of Bidding Documents for use by bidders may be obtained from:

Frederick Bentz / Milo Thompson / Robert Reitow Inc.  
1123 IDS Center  
Minneapolis, MN 55402  
**Telephone:** (612) 332-1234

A deposit of \$100 is required for each set (Checks made out to Minnesota State Colleges and Universities). Notify the Architect if you plan to receive documents at the pre-bid meeting.

Prospective Bidders requesting Bid Documents (complete sets only) to be mailed, may send a separate non-refundable payment (check made out to the Architect) for \$25 per set for shipping and handling (in addition to the \$100 deposit) to the Architect. Such deposits and payments may be sent prior to April 11, 2007. Documents are sent to street addresses only (PO Boxes not acceptable) by standard ground shipping and will be available beginning April 2, 2007.

Each bid totaling over \$15,000 shall be accompanied by a bid bond or other security described here as a proposal guarantee that the bidder will enter into a contract if its bid is accepted. The security may be either a certified check, payable to **Minnesota State Colleges and Universities**, in the sum of not less than five percent (5%) of the total base bid **OR** a corporate surety bond for the same amount, issued by a surety company authorized to do business in the State of Minnesota.

**Minnesota State Colleges and Universities (MNSCU)****Normandale Community College****Notice of Intent to Solicit Bids For a Scanning Electron Microscope for Nanotechnology, Physics, Chemistry, Engineering, and Biology Courses**

Deadline for submitting bids: April 16, 2007 2 P.M.

Contact and address information for requesting bid forms and specifications and for submitting bids:

Attn: Terry Pelzel  
Normandale Community College  
Purchasing Office C1092  
9700 France Ave S  
Bloomington MN 55431  
**Phone:** (952) 487-8229  
**E-mail:** *terry.pelzel@normandale.edu*

**Minnesota State Colleges and Universities (MNSCU)****Normandale Community College****Request for Proposals for Food Services**

**NOTICE IS HEREBY GIVEN** that Normandale Community College (hereinafter referred to as the College) is seeking proposals for the appropriate and complete manual, catering, and specified \*vending food services (\*in partnership with the Minnesota State Services for the Blind) for the College. It is our intent to offer a three (3) year contract with the option of the College renewing the contract for two (2), one (1) year periods upon written agreement of the College and the prospective vendor. The College will provide exclusive rights to all food services in our dining facility, campus satellite locations, and specified catering areas.

The College is hosting a Campus Open House visit for prospective vendors on Wednesday, April 11, 2007, 2pm, in College Services, Room #1020, Normandale Community College, 9700 France Avenue South, Bloomington, Minnesota. Please call (952) 487-7417 by 10a.m., April 11<sup>th</sup> for a required reservation.

Deadline for receipt of proposals is 5pm, Monday, April 30, 2007, at the address below. Late bids will not be considered. Call, write, or e-mail for a full RFP. Complete RFP will be sent free of charge to interested prospective vendors:

Joe Poell  
Director of Student Life  
Kopp Student Center RM CC1417  
Normandale Community College  
9700 France Avenue South  
Bloomington, MN 55431  
**Telephone:** (952) 487-8124  
**E-mail:** *joe.poell@normandale.edu*

This request for proposals does not obligate the State of Minnesota to complete the proposed contract project, and the State of Minnesota reserves the right to cancel the solicitation if it is considered to be in its best interest.

**Minnesota Department of Corrections****Notice of Request for Proposals for Pre- and Post-Release Services for Offenders**

The Department of Corrections (DOC) is seeking proposals for programs to provide pre-release employment preparation workshops at Minnesota correctional facilities and to provide post-release employment-related services to offenders on release status from Minnesota DOC adult correctional facilities. This Request for Proposals (RFP) may result in multiple contracts. The contract(s) period is July 1, 2007-June 30, 2009, with the option to extend for three one-year periods at the discretion of the DOC and upon mutual agreement between the DOC and the contractor.

The full RFP will be sent free-of-charge in response to written, e-mailed, or faxed requests to the contact person listed below. Proposals must be submitted to the DOC contact person. Other personnel are NOT allowed to discuss the RFP with anyone, including responders,

# State Contracts

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before the proposal submission deadline. Proposals must be received by the contact person listed below no later than May 14, 2007, 2:30 p.m. central time.

Lina Jau, Grants Specialist Coordinator  
Minnesota Department of Corrections  
1450 Energy Park Drive Suite 200  
St. Paul, Minnesota 55108-5219  
**Telephone:** (651) 361-7169  
**Fax:** (651) 642-0292  
**E-mail:** [lina.jau@state.mn.us](mailto:lina.jau@state.mn.us)

## Minnesota Historical Society

### Notice of Request for Proposals for "MINNESOTA 150" Exhibit - Platform & Railing Construction & Painting Services

The Minnesota Historical Society is seeking proposals from qualified and experienced vendors for platform and metal railing construction, finishing and painting services for a new exhibit at the Minnesota History Center. The new exhibit is called "*MINNESOTA 150 – One Hundred and Fifty People, Places, Ideas or Things that Changed Minnesota, or the World*" and must be completed in time for a public opening in October of 2007.

The new exhibit will be installed in the Minnesota History Center's Gallery C, and must be completed in time for an October 2007 opening to the public.

The Request for Proposals (which will also serve as the Project Manual) is available from Mary Green Toussaint, Purchasing Coordinator, Minnesota Historical Society, 345 Kellogg Boulevard West, Saint Paul, Minnesota 55102. **Telephone:** (651) 259-3175; **e-mail:** [mary.green-toussaint@mnhs.org](mailto:mary.green-toussaint@mnhs.org).

All bidders must note that there will be a **MANDATORY PRE-BID MEETING** affiliated with this Request for Proposals on Wednesday, April 18, 2007 at 1:30 p.m., local time, complete details are included in the Request for Proposal.

All proposals must be received no later than 2:00 P.M., Local Time, Tuesday, **May 1, 2007**. Late proposals will not be considered.

Dated: April 9, 2007

## Minnesota Department of Human Services

### State Operated Services

### Notice of Availability of Contract for Psychiatric and Primary Care Services throughout the State of Minnesota

The Minnesota Department of Human Services, State Operated Services is requesting proposals from qualified psychiatrists, Locum Tenens Companies and other qualified parties for the purpose of providing psychiatric and primary care services to the Regional Treatment Centers and Community Based programs located throughout the State of Minnesota. The State anticipates awarding multiple contracts as a result of this solicitation. A proposer entering into a contract is not guaranteed any particular volume or frequency of work. Work will be assigned on an as needed basis. The terms of the contract(s) will be July 1, 2007 to June 30, 2008 with the option to renew for two additional two-year periods.

Work is proposed to start after July 1, 2007.

A Request for Proposals will be available by mail from this office. **A written request (by direct mail or fax) is required to receive the Request for Proposal.** After April 24, 2007, the Request for Proposal must be picked up in person.

The Complete Request for Proposal can be obtained from:

Mary Sweep  
Department of Human Services  
State Operated Services Support Division  
1801 Technology Drive NE  
Willmar, MN 56201

**Telephone:** (320) 231-7048, ext 3  
**Fax:** (320)231-7049  
**E-mail:** *mary.sweep@state.mn.us*

Proposals submitted in response to the Request for Proposals in this advertisement must be received at the address above no later than May 1, 2007. **Late proposals will not be considered.** Fax or e-mailed proposals will **not** be considered.

This request does not obligate the State to complete the work contemplated in this notice. The State reserves the right to cancel this solicitation. All expenses incurred in responding to this notice are solely the responsibility of the responder.

## **Supreme Court - Trial Court Civil Division, Ramsey County District Court Civil Commitment Primary Examiner Probate (Guardianship) Examiner Advertisement for Contract Forensic Examiners**

The Second Judicial District, Civil Division, is seeking to contract with one or more psychiatrists and / or psychologists to perform psychological examinations for civil commitment and probate cases.

### **Description of the Work:**

The Second Judicial District appoints examiners for approximately 1000 civil commitment and probate psychological examinations per year. Generally these examinations must be conducted promptly after assignment by the court, with a report to follow within 48 hours.

The contractor(s) shall conduct professional psychological examinations for civil commitment cases, as filed in the Ramsey County District Court, upon notification by the Civil Commitment office that an evaluation is needed. The civil commitment psychological examinations and written reports shall meet all requirements of Minn. Stat. 253B and the Special Rules of Procedure Governing Proceedings under the Minnesota Commitment and Treatment Act. The primary location for delivery of civil commitment psychological exam services is Regions Hospital, St. Paul, but may take place at such other locations as directed by the court.

The contractor(s) shall also provide psychological examinations and written reports following the requirements set forth in Guardianship and Protective Proceedings cases pursuant to *Minnesota Statutes*, Chap. 524.

The contractor(s) shall give testimony in court as required to fulfill all obligations as an independent court examiner regarding respondents in civil commitment, guardianship and protective proceeding matters.

### **Contractor Requirements:**

Contractor requirements include medical licensure in the State of Minnesota, or a licensed psychologist with a doctoral degree in psychology, as well as malpractice insurance and experience conducting psychological examinations of persons in need of psychiatric treatment and /or hospitalization. A criminal background check is required of all contractors.

### **Compensation Rates:**

**Psychologist:** \$50.00 per exam and report for general civil commitment and probate cases  
\$70.00 per hour court hearing time and reserved time for court trials  
\$70.00 per hour for exam and hearing time in regard to special cases such as mentally ill and dangerous, sexual psychopathic personality, and sexually dangerous persons.

**Psychiatrist:** \$85.00 per exam and report for general civil commitment and probate cases  
\$125.00 per hour court hearing time and reserved time for court trials  
\$125.00 per hour for exam and hearing time in regard to special cases such as mentally ill and dangerous, sexual psychopathic personality, and sexually dangerous persons.

**PLEASE NOTE:** that no claim for other services or expenses including travel time and expenses, will be honored under the contract entered into unless (i) such service as ordered is clearly outside the scope of the services specified by the terms of this Agreement, and (ii) such service has been specifically ordered by a judge presiding in a Ramsey County case and the expense is preauthorized by the Court's representative.

# State Contracts

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## Application:

Interested applicants should submit a cover letter, resume and references, along with copies of their medical license or doctoral degree in psychology, proof of malpractice insurance, and workers' compensation insurance, applicable if you have employees. Please provide detailed information about your experience in psychological examinations and court testimony similar to the description of work described above.

Please identify the maximum time commitment that you would be available.

Application materials should be addressed to:

Ms. Sandy Eckes Shandorf  
Civil Commitment Office, Civil Division  
Second Judicial District  
600 Ramsey County Courthouse  
15 Kellogg Boulevard West  
St. Paul, MN 55102

## Selection of Contractors and Nature of the Contract:

The Second Judicial District will select one or more individuals based on experience, credentials, and availability to perform the work as outlined above. The contract period is July 1, 2007 through June 30, 2008.

Contractors must agree to the Judicial Branch's terms and conditions and sign a professional technical contract. An advance copy of the contract will be provided upon request.

**Proposal Due Date: April 30, 2007**

## Department of Transportation Operations Division – District 4

### Request for Statement of Qualifications for a Design-Build Contract on D4 Signs

The previous listing in the *State Register*, dated Monday, March 5, 2007, Volume 31, Number 36, pages 1223 and 1224, "Request for Letters of Interest for a Design-Build Contract on D4 Signs" has been completed. The Department is continuing with the next step of the Design-Build procurement process and requests a Statement of Qualifications from submitters.

#### NOTICE TO CONTRACTORS / SUBMITTERS

Statements of Qualifications for a design-build project will be received until 4:00 P.M. Central Daylight Savings Time, April 27, 2007, by the Commissioner of Transportation for the State of Minnesota, at the office building of the State of Minnesota Department of Transportation, 395 John Ireland Boulevard, Office of Construction and Innovative Contracting (in care of Jay Hietpas) – Mail Stop 650, St. Paul, MN 55155 for the design-build project listed below:

**DISTRICT 4 SIGN ASSESSMENT AND REPLACEMENT DESIGN-BUILD PROJECT**, S.P. 8824-65. Located on TH 28, TH 29, TH 34, TH 113 and TH 114 in Mn/DOT District 4.

The Request for Qualifications and additional information regarding this project are available on the following Mn/DOT Website:

*<http://www.dot.state.mn.us/designbuild/>*

For telephone inquiries call Dan Kuhn at (320) 589-7310.

**Department of Transportation (Mn/DOT)  
Engineering Services Division****Notice of Potential Availability of Contracting Opportunities for a Variety of  
Highway Related Technical Activities (“Consultant Pre-Qualification Program”)**

This document is available in alternative formats for persons with disabilities by calling Brad Hamilton at (651) 366-4626 for persons who are hearing or speech impaired by calling Minnesota Relay Service at (800) 627-3529.

Mn/DOT, worked in conjunction with the Consultant Reform Committee, the American Council of Engineering Companies of Minnesota (ACEC/MN), and the Department of Administration, to develop the Consultant Pre-Qualification Program as a new method of consultant selection. The ultimate goal of the Pre-Qualification Program is to streamline the process of contracting for highway related professional/technical services. Mn/DOT awards most of its consultant contracts for highway-related technical activities using this method, however, Mn/DOT also reserves the right to use Request for Proposal (RFP) or other selection processes for particular projects. Nothing in this solicitation requires Mn/DOT to use the Consultant Pre-Qualification Program.

Mn/DOT is currently requesting applications from consultants. Refer to Mn/DOT’s Consultant Services web site, indicated below, to see which highway related professional/technical services are available for application. Applications are accepted on a continual basis. All expenses incurred in responding to this notice will be borne by the responder. Response to this notice becomes public information under the Minnesota Government Data Practices.

Consultant Pre-Qualification Program information, application requirements and applications forms are available on Mn/DOT’s Consultant Services web site at: <http://www.dot.state.mn.us/consult>.

Send completed application material to:

Brad Hamilton  
Consultant Services  
Office of Technical Support  
Minnesota Department of Transportation  
395 John Ireland Blvd. Mail Stop 680  
St. Paul Minnesota 55155

Note: DUE DATE: APPLICATION MATERIAL WILL BE ACCEPTED ON A CONTINUAL BASIS.

**Department of Transportation (Mn/DOT)  
Engineering Services Division****Notice Concerning Professional/Technical Contract Opportunities**

**NOTICE TO ALL:** The Minnesota Department of Transportation (Mn/DOT) is now placing additional public notices for professional/technical contract opportunities on Mn/DOT’s Consultant Services **website** at: [www.dot.state.mn.us/consult](http://www.dot.state.mn.us/consult).

New public notices may be added to the website on a daily basis and be available for the time period as indicated within the public notice.

## Non-State Bids, Contracts & Grants

The *State Register* also serves as a central marketplace for contracts let out on bid by the public sector. The *State Register* meets state and federal guidelines for statewide circulation of public notices. Any tax-supported institution or government jurisdiction may advertise contracts and requests for proposals from the private sector. It is recommended that contracts and RFPs include the following: 1) name of contact person; 2) institution name, address, and telephone number; 3) brief description of commodity, project or tasks; 4) cost estimate; and 5) final submission date of completed contract proposal. Allow at least three weeks from publication date (four weeks from the date article is submitted for publication). Surveys show that subscribers are interested in hearing about contracts for estimates as low as \$1,000. Contact editor for further details.

### Metropolitan Council

#### Notice of Request for Proposals (RFP) for Energy Tariff and Cost Analyses Contract Number 07P035

The Metropolitan Council is requesting proposals for services to perform financial and management analysis of energy matters, including but not limited to; tariff selection, optimizing PDLs for peak control agreements, and evaluation of rate case impacts to the Council.

<i>Issue Request for Proposals</i>	<b>April 9, 2007</b>
<i>Receive Proposals</i>	<b>April 24, 2007</b>
<i>Contract negotiated, executed, NTP</i>	<b>May, 2007</b>
<i>Period of performance</i>	<b>May, 2007 to May, 2010</b>

All firms interested in being considered for this project and desiring to receive a RFP package are invited to submit a Letter of Interest to:

Sunny Jo Emerson, Administrative Assistant,  
Contracts and Procurement Unit  
Metropolitan Council  
390 Robert Street  
St. Paul, MN 55101  
**Phone:** (651) 602-1499  
**Fax:** (651) 602-1083  
**E-mail:** [sunnyjo.emerson@metc.state.mn.us](mailto:sunnyjo.emerson@metc.state.mn.us)

### Ramsey County Regional Railroad Authority (RCRRA)

#### Notice to Interested Parties for a Consultant to Assist the RCRRA with Creation of Document Control System

Ramsey County Regional Railroad Authority (RCRRA) is soliciting proposals for a consultant to assist the RCRRA in the creation of a document control system for existing and future records and information. RCRRA would like to:

- Identify vital and non-vital records;
- Identify unnecessary records;
- Establish a records retention policy consistent with state and federal regulations;
- Create a records retention schedule;
- Create a detailed, central filing system for continuity purposes;
- Investigate currently available filing systems within Ramsey County for central filing system, and train staff on system; and
- Advise on document imaging needs and processes.

**Proposals Due:** May 4, 2007

**Contact:** If you are interested in receiving a copy of this Request for Proposals, please contact:

Alicia Vap  
RCRRA

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## Non-State Bids, Contracts & Grants

50 W. Kellogg Blvd., Suite 6560

Saint Paul, MN 55102

**Phone:** (651) 266-2773

**E-mail:** [alicia.vap@co.ramsey.mn.us](mailto:alicia.vap@co.ramsey.mn.us)

### University of Minnesota

#### Subscribe to Bid Information Service (BIS)

The University of Minnesota offers 24 hour/day, 7day/week access to all Request for Bids/Proposals through its web-based Bid Information Service (BIS). Subscriptions to BIS are free. Visit our website at [bidinfo.umn.edu](http://bidinfo.umn.edu) or call the BIS Coordinator at (612) 625-5534.

Request for Bids/Proposals are also available to the public each business day from 8:00 a.m. to 4:30 p.m. in the Purchasing Services lobby, Suite 560, 1300 S. 2nd Street, Minneapolis, Minnesota 55454.

